

**Georgia State Board of Funeral Service**  
**Minutes**

**July 12, 2005**

**Minutes Approved at August 9, 2005 Meeting**

The Georgia State Board of Funeral Service held its regular meeting on July 12, 2005 at 237 Coliseum Drive, Macon, Georgia. Michael Fowler, Chairman, called the meeting to order at 10:00 a.m.

Members present were: Terri Daviston, Thelon Hamby, David Roach, Lauren McDonald, and Draper Watson.

Others Present were: Steve Lindsey, Executive Director, Joann Lyde, Application Specialist, Janice Ross, Board Secretary, Reagan Dean, Assistant Attorney General, John Massey, Inspector, and Howard Fields, Inspector.

Visitors present were Dana Lemon and Starr Hutchings Perdue.

Mr. Hamby moved to approve the minutes of the June 15, 2005 meeting.

Mr. Roach seconded the motion. Motion carried.

Mr. Hamby moved to approve the minutes of the June 17, 2005 conference call.

Mr. Watson seconded the motion. Motion carried.

**New Business / Old Business / Correspondence**

**New Business**

Mr. Watson presented a letter from the Georgia Department of Human Resources regarding the filing of death certificates. Mr. Roach moved to accept the letter for information purposes. Mr. Daviston seconded. Motion carried.

Mr. Hamby moved to deny the request to forgive the inspection fine for Southern Heritage Funeral Home in Fitzgerald. Mr. Watson seconded. Motion carried.

**Old Business**

Mr. Hamby presented the FDFCC charge to Lauren McDonald as owner of Crematory of Forsyth to complete the application approval of the change of FDFCC at the establishment.

### **Continuing Education:**

Mr. Watson moved to approve the following continuing education courses presented. Mr. Roach seconded. Motion carried.

<b><u>Establishment</u></b>	<b><u>Course Name</u></b>	<b><u>Date</u></b>	<b><u>Location</u></b>	<b><u>Hrs</u></b>
International Cemetery & Funeral Association	College of Cremation Services College of Funeral Home Management	July 15-20, 2005-	Memphis Tennessee	24.5 24.5
The York Group	Fresh Look at the Future Fresh Look at the Future Fresh Look at the Future Fresh Look at the Future	June 29, 2005 June 30, 2005 July 14, 2005 July 13, 2005	Seattle, Wa Salem, OR Albany, NY Syracuse, NY	8 8 8 8
National Funeral Directors Association and Morticians Association, Inc.	Avoiding Sexual Harassment Claims The Right of Disposition A Morning with Leaders Computer Lab Organ, Tissue and Bone Donation Financing Your Funeral Home Project Impact of the Casket Store Basic Compliance Overview	August 5 – 10, 2005	Detroit	1 1 1.5 1.5 2.5 1.5 1.5 1.5
Carriage Services	The Carriage Cycle of Service Burial Packages Cremation Packages Presentation Selecting the Best	Employee's Program	Houston, Texas	9.0 9.0 9.0 18.0
Aurora Casket Co.	Marketing Today and Tomorrow Lifetimes	July 21, 2005	Augusta, GA.	
Jewish Funeral Directors of America	Ice Cream for Breakfast Recognizing and Coping with Grief Right of Disposition Balanced Funeral Arrangement	Sept. 13, 2005	Philadelphia, PA	2 2 2 3
<b><u>New Provider Application</u></b>				
Clark Grave Vault Company	Protecting Memories Educational Program	Various Dates in 2005	Columbus, OH	6

Mr. Hamby moved to deny the following applications for continuing education. Mr. Watson seconded. Motion carried.

International Cemetery & Funeral Association	College of Land Management J. Asher Neel College of Sales	July 15-20, 2005-	Memphis Tennessee	24.5 24.5
National Funeral Directors Assoc. & Morticians Assoc. Inc.	New Members & Conven. Orienta.	August 5 – 10, 2005	Detroit	1
Carriage Services	Managing Partner Intensive	Employee's Program	Houston, Texas	30.0

### **Executive Session**

Mr. Roach moved to enter into Executive Session to deliberate on applications, investigations, and complaints. Mr. Watson seconded the motion. Motion carried by Mr. Hamby, Mr. Davidson, Mr. McDonald, and Mr. Fowler.

### **Appointments**

The Board interviewed applicants for changes of funeral director in full and continuous charge, changes of name and address of funeral establishments, and approval as apprentice supervisor by trade embalmer.

Mr. Fowler left the meeting at 1:15 p.m., and Mr. Roach, Vice-Chairman, assumed the position as presiding officer.

### **Applications**

JoAnn Lyde, Application Specialist, presented applications to the Board.

### **Complaints**

Mr. Hamby, Cognizant Member, presented complaints to the Board.

### **Investigative Report**

Chuck Miller, investigator with the Enforcement Section, presented investigative reports to the Board.

### **Inspector's Report**

John Massey, Inspector, presented reports to the Board.

### **Open Session**

Mr. Roach declared the meeting open.

### **Appointments:**

Mr. Hamby moved to approve Rodney Dean Dill as Funeral Director in Full and Continuous Charge of Wilson's Funeral Home in LaFayette by consent order with a fine of \$12,000 for failure of the establishment to have an approved funeral director in full and continuous charge since June 22, 2003. Mr. McDonald seconded. Motion carried.

Mr. Hamby moved to approve Terry Robert Clinton as Funeral Director in Full and Continuous Charge of Wilson Funeral Home Wallis Stewart Chapel in Ringold. Mr. McDonald seconded. Motion carried.

Mr. Richard Derbawka and Ms. Teelisha D. Jones discussed changes in the status of the establishments for Meridian Mortuary Group with the Board.

Mr. Hamby moved to deny the lifting of the summary suspension of the license for Shepard's Funeral Home at Holly Hill due to proposed change of ownership. The new owner advised the Board that he planned to change the name and apply for a new establishment license. The new owner was advised to present to the Board an application for a new funeral establishment license under his proposed new name. Mr. Hamby further moved to withhold the approval of Allen Kuklinski, Jr as the Funeral Director in Full and Continuous Charge of the establishment until the August 9, 2005 meeting, when the Board will consider an application for new funeral establishment license from the new owner. Mr. Daviston seconded. Motion carried.

Mr. Watson moved to approve Paul Marks as the Funeral Director in Full and Continuous Charge of Lord & Stephens Oglethorpe Chapel. Mr. Hamby seconded. Motion carried.

Mr. Watson moved to approve Brenae Bussey as the Funeral Director in Full and Continuous Charge of Williamson Mortuary. Mr. Watson seconded. Motion carried.

### **New Establishments**

Mr. Watson moved to approve Putnam Memorial Funeral Home in Eatonton as a new establishment with Harry Stafford as the FDFCC. Mr. Hamby seconded. Motion carried.

Mr. Hamby moved to deny the appeal of Brown Funeral Home in Buena Vista as a new establishment based on the information the candidate for Funeral Director in Full and Continuous Charge gave the Board regarding her other job, which requires her to work 40 hours a week, and also the proximity of her residence to the Funeral Home. Mr. Daviston seconded. Motion carried.

Mr. Hamby moved to approve Metro Crematory as a new establishment with Greg Hall as the Funeral Director in Full and Continuous Charge. Mr. Daviston seconded. Motion carried.

### **Change of Name**

Mr. Hamby moved to approve the name change of Horne –Towns Funeral Home to Hardy-Towns Funeral Home. Mr. Daviston seconded. Motion carried.

### **Change of Ownership**

Mr. Hamby moved to approve the change of ownership of Williams Funeral Home in Barnesville from Beck Holdings, LLC to Blanche Williams, Ricky A. Williams and Lori Heayberd and to send a letter of concern for the delay in notifying the Board. Mr. Daviston seconded. Motion carried.

Mr. Watson moved to approve the change of ownership of all three locations of Fox and Weeks Funeral Directors in Savannah from SCI to Weeks Twins, LLC and to send letter of concern for the delay in notifying the Board. Mr. Daviston seconded. Motion carried.

### **90 Day Grace Periods**

Mr. Hamby moved to approve the first 90-day grace period for Knox Funeral Home, 2357 Bankhead Highway, N. W., Atlanta. Mr. Watson seconded. Motion carried.

Mr. Hamby moved to approve the second 90-day grace period for Mackey – Wilson – Jennings Funeral Home, Inc., 507 East Depot Street, LaGrange. Mr. Watson seconded. Motion carried.

Mr. Hamby moved to approve the second 90-day grace period for Leo Zeigler Funeral Home, 109 Thompson Street, P.O. Box 502, Sylvania. Mr. Watson seconded. Motion carried.

Mr. Hamby moved to approve the second 90-day grace period for Marshall Funeral Home, 424 South Highway Avenue, Blackshear. Mr. Watson seconded. Motion carried.

### **Renewals**

The Board considered information submitted with the application for renewal of the establishment license for McKinney Funeral Home. Mr. Watson moved to approve McKinney Funeral Home for renewal. Mr. Hamby seconded. Motion carried.

**Applications:**

Mr. Hamby moved to accept the applications as presented. Mr. Daviston seconded the motion. Motion carried. All issued licenses are listed as follows:

<u>License Number</u>	<u>Name</u>
FSA004516	Baker, Karen Beth
FSA004517	Paschal, Randy Jarreau
FSA004518	Lawrence, Nicole Yvette
FSA004519	Mays, Donovan Cecil
FSA004520	Matthews, Benjamin Thomas
FSA004521	Wood, Joshua Phillip
FSA004523	Chapman, Mary S
FSA004524	Caldwell, Michael Wayne
FSA004525	Dial, Sharon Pearson

<u>License Number</u>	<u>Name</u>	<u>License Number</u>	<u>Name</u>
EMB004413	Kesterson, Jerrin Reed	FD004823	Kesterson, Jerrin Reed
EMB004414	Ross, Zacchaeus	FD004824	Ross, Zacchaeus
EMB004415	May, Leon Adolphus, Jr	FD004825	Thellen, Roger Dieter
EMB004416	Fluker, Atoia Netate	FD004826	May, Leon Adolphus, Jr
EMB004417	Baugh-Johnson, Tanya D.	FD004827	Fluker, Atoia Netate
EMB004418	Wytch Simpson, Gloria Ann	FD004828	Baugh-Johnson, Tanya D.
EMB004419	Cain, Allan Lee	FD004829	Wytch Simpson, Gloria Ann
		FD004830	Cain, Allan Lee

**Complaints****FUN050061**

Mr. Watson moved to close the case. Mr. Daviston seconded. Motion carried.

**FUN050065**

Mr. Watson moved to send this case to the Attorney General for a consent order for violations of Board Rule 43.18-46 (16), (17), (27) and a fine of \$1,500. Mr. Daviston seconded. Motion carried.

**Inspections****FUN050053**

Mr. Hamby moved to close the case. Mr. Daviston seconded. Motion carried.

**FUN050073**

Mr. Hamby moved to send this case to investigations for presentation to the District Attorney for prosecution. Mr. Daviston seconded. Motion carried.

### **Attorney General Report**

Reagan Dean reported on the request for attorney general advice regarding the use of cutaways to replace the 8 caskets in a display room. Mr. Dean advised that Georgia law establishes the definition of "casket." O.C.G.A 43.18.1 (4) states, *"'Casket' means a container which is designed for the encasement and viewing of a dead human body."* Georgia law further establishes a minimum number of caskets that must be displayed in a display room at the establishment. OCGA 43.70 (3) states, *"A display room containing an adequate stock of funeral caskets as established by the board which shall not be less than eight and which shall meet such other criteria as necessary to protect the public;"* and Board Rule 250-6-.06 (g) requires *"An establishment must maintain on the premises a display room containing a minimum of 8 adult caskets. The fine for a violation under this subsection shall be \$100 per casket short of the minimum."* O.C.G.A 43.18.1 (4) and OCGA 43.70 (3), and Board Rule 250-6-.06, taken together, uphold the requirement to maintain 8 adult caskets in a display room. Mr. Hamby moved to uphold Georgia law and Board rules which state that a minimum of 8 adult caskets must be maintained in a display room. Mr. Daviston seconded. Motion carried. The definition of a display room continues to be under review by the Attorney General's office.

### **Other Business**

Mr. Hamby moved to adopt a policy whereby the Funeral Directors in Full and Continuous Charge will be required to sign inspection reports if the report contains any violations and to come to the next Board meeting to address what actions have been taken to correct violations. Mr. Daviston seconded. Motion carried.

Mr. Hamby moved to accept the quarterly report for Pope Dickson Funeral Home. Mr. Daviston seconded. Motion carried.

### **Adjournment**

There being no further business, the meeting adjourned at 4:55 p.m.